



**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: 10 January 2013
(Submission Date)

For the 22 January 2013 Board of Finance Meeting
Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

- ☐ Additional Appropriation \$ _____
- ☐ New Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ 64,142.00
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on 17 January 2013
(date)

[Signature]
(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 6:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:

Solid Waste: We are requesting a total transfer of \$15,950. \$250 is being transferred from 3016-514000 REGULAR WAGES & SALARIES to 3016- 541100 WATER & SEWER CHARGES to cover predicted water usage through June 30, 2012.

\$15,700 is being transferred from 3016-514000 REGULAR WAGES & SALARIES to 3016-543000 REPAIRS & MAINTENANCE to cover \$9,500 of unanticipated scale maintenance expenses and \$6,200 of DEEP-mandated hydraulic fluid clean up caused by a hose failure on a solid waste collection vehicle.

Administration: \$1.00 transfer from PW Admin Schooling to PW Admin Travel Reimbursement to balance account.

Engineering: Minor over-expenditures due to unanticipated increases in expenses.

0013011-53100 (Professional Fees & Services); Costs for DEP-required storm water testing have increased due to changes in testing procedures and increases in laboratory costs. These costs have previously remained steady for several years.

0013011-581120 (Conferences & Memberships); The annual dues for membership in the National Society for Professional Engineers held by the Environmental Engineer have increased.

Fleet Maintenance: Other Wages, transfer in \$3500 because of possible workmen's comp claims. Maintenance Supplies, transfer in \$12,500 because of additional shelving storage units purchased for new storage building. Program Supplies, transfer in \$2000 because of additional welding supplies needed to repair vehicles.

Building Maintenance: Seasonal Wages, transfer in \$6863 because of hiring a temp employee while vacancies were being filled. Professional Fees, transfer in \$245 because actual license fees were higher than budgeted.

Snow Account: Transfer in because of some of the winter vehicle overhaul preparations were outsourced because of the complexity of the repair.

Transfer(s) complete the following:

From:	16-514000	To:	16-541100	Amount:	\$250
From:	16-514000	To:	16-543000	Amount:	\$15,700
From:	0013010-581135	To:	0013010-554000	Amount:	\$1.00
From:	0013011-514000	To:	0013011-531000	Amount:	\$78.00
From:	0013011-514000	To:	0013011-581120	Amount:	\$5.00

From:	0013017-514000	To:	0013017-517000	Amount:	\$3500.
From:	0013017-514000	To:	0013017-561400	Amount:	\$12,500
From:	0013018-563000	To:	0013018-543100	Amount:	\$10,000
From:	0013017-543100	To:	0013018-543100	Amount:	\$13,000
From:	0013017-514000	To:	0013017-561800	Amount:	\$2,000
From:	0013013-514000	To:	0013013-515300	Amount:	\$6863.00
From:	0013013-514000	To:	0013013-531000	Amount:	\$245.00
From:		To:		Amount:	
